Special Collections Annual Report
July 1, 1951 - June 30, 1952

Notes & Comment

I. Reader Service

Use of Special Collections materials--statistics-wise--again showed a decrease over the preceding year. This is in line with the general decrease in reader use that is reflected throughout the Columbia Libraries, but it is more pronounced in Special Collections, where the drop is of the order of a fifth. It therefore must represent additional factors. The most significant of these is the effort that is being made to reduce the amount of consultation of Special Collections materials for purposes of course preparation, thus concentrating our service in the direction of more scholarly research. A few full-coverage collections still remain in Special Collections to complicate our efforts in this regard, but the assignment of Book Arts books needed by S.L.S. students to the S.L.S. Library has removed one very large section of course-preparation users.

II. Growth of the Collections

The total number of books and bound manuscripts in Special Collections was noted last year to be in the neighborhood of 195,000. This year we have added some 4,555, of which 4,407 were new acquisitions forwarded by the Cataloging Department, and 148 others were deposits from the Medical Library. Thus there are now about 200,000 volumes in Special Collections.

This recitation of figures does not begin to tell the story of our growth, however. Many other books and manuscripts have been added

by gift and purchase which have not yet appeared in the cataloging statistics. In the appendix of this report lists are given of the more significant gifts and purchases, and those involving collections rather than single items deserve underscoring here:

1. Mrs. James Truslow Adams' gift of 978 letters and 49 miscellaneous items, being the correspondence of the late James Truslow Adams for the years 1937 and 1938;

2. Mr. Frank Altschul's gift of 53 publications of his Overbrook Press;

3. Miss Lorain Fawcett's gift of some 850 items illustrating American commercial typography, 1900-1940;

4. Mr. Edward Sagarin's gift of 91 books relating to the history and use of cosmetics;

5. Mrs. Frank J. Sprague's continued gifts of Whitman material, this year totalling 29 items;

6. The Sun Chemical Corporation's gift of several hundred lithographs and books illustrating the development of lithography as a craft;

7. The bequest of Miss Hilda Ward of her personal library, from which 133 items were selected for Special Collections, including a copy of the first edition of Dickens' Christmas Carol with a full-page presentation inscription by the author, and Bulwer-Lytton's Lucille (1875) with an unpublished manuscript poem of his tipped in;

8. Mr. Louis B. Wehle's gift of 101 documents, plus index and duplicates, relating to British regulatory laws, 1915-1917;

9. The purchase, via the Bancroft Endowment of the notable Stephen Crane collection from its former owner, Mr. Norman Mitchell Hill of South Pasadena, California. The collection numbers about 1200

pieces, and comprises the principal corpus of Crane correspondence extant.

A significant development in our acquisitions program came with the formation of a committee of English Department faculty, for the purpose of persuading authors and editors who are members of the Columbia family to deposit their manuscripts and correspondence with Special Collections. Many letters of request were written by the Head of Special Collections, and the return was gratifying. To date, 9 authors have presented some of their manuscripts and papers, and as this is being written others have been added.

III. Work of the Department

During the Summer and Winter Sessions, the Head of Special Collections was given the assignment of teaching course 103 in the School of Library Service in the absence on leave of Professor Frick. The salary allotment thus saved in the department budget was used in part to employ Mr. Edward Latham on a part-time basis to compile a description of some of our manuscript collections. Mr. Latham's English Language Manuscripts Collections in the Department of Special Collections, which he submitted as his S.L.S. survey, is a careful and accurate document, and with a minimum of editorial revision could be made ready for regular publication.

Miss Alice Bonnell has concentrated on her bibliographical listing of the early Seligman broadsides, in the hope that the catalog can be published in connection with the University's bicentennial celebration.

Miss Rita Burns was absent on a three months' leave due to the serious illness of her parents in California.

Twelve special exhibitions were prepared during the year, ranging from single-case exhibits to the full scale display for the Friends of

the Columbia University Libraries, "Quality in Book Production", which was on view in the Low Library Rotunda from March 27 through April 21, and for which a printed catalog was issued.

The story of the year's work is recited in more detailed terms in the attached statistical appendix.

Respectfully submitted,

Roland Baughman
Head of Special Collections

To: Dr. Carl M. White
Director of Libraries

July 15, 1952.

CIRCULATION

ANNUAL

~~MONTHLY~~ STATISTICS

COLUMBIA UNIVERSITY LIBRARIES

LIBRARY Special Collections

DATE: July 1, 1951 - June 30, 1952

	I. USE IN LIBRARY				II. CIRCULATION	
	A. Reserve		B. Non-reserve		A. Reserve	B. Non reserve
Units	1. Signed	2. Shelving	1. Signed	2. Shelving		
Books			8126			1
Unbound periodicals						
Vertical file						
Graphic materials						
Microfilm			845			
Phonograph records						
Catalogs						
Rental reserves						
Mss.			822			
Sub-total			9793			
TOTAL						9794
GRAND TOTAL						

III. INTER & INTRALIBRARY LOANS	
A. Interlib. loan service	
B. Local interlib. loan service	5
C. Intralib. loan service	928
D. Photo service	245
E. Technical services	3139
TOTAL	4317

Attendance: Total door count	4623
Attendance: Average spot check	
Hours open during ~~tenth~~ year	2575
Receipts for Rental reserves	

For "Notes and Comments" use additional sheet.

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STATISTICAL APPENDIX

1. Use of the Collections

	1951/52	1950/51	1949/50	1946/47
Reader Visits, books and mss.	3,684	4,846	5,676	1,968
Reader Visits, microfilm	939	1,035	932	—
Total reader visits	4,623	5,881	6,608	1,968
Use on premises, books and mss.	8,948	11,830	12,804	4,428
Use on premises, microfilm (reels)	845	633	1,102	—
Circulation	1	40	10	2
Intralibrary loan	1,173	1,192	1,044	359
Interlibrary loan, local	5	15	8	8
Catalog Department	(2,461)	(2,326)	(1,763)	?
Bindery	(678)	(713)	(663)	?
	10,972	13,710	14,968	4,797

Note: Figures in parenthesis not included in totals.

2. Growth of the Collections

New acquisitions cataloged.....4,407

"B".....	2959	Manuscript catalogs.....	1
Book Arts.....	427	Mary, Queen.....	1
Columbiana (Doc. Diss.)	262	Microfilm.....	375
COA (Masters Essays)	164 (vols.)	Park Benjamin.....	26
COP (Pulitzer Prize)...	13	Reference.....	6
Dramatic Library.....	5	"X".....	13
Epstean.....	118	"Y".....	7
Joan of Arc.....	5	"Z".....	25

Previous acquisitions now cataloged.....2,393

Coykendall.....	911
Kilroe.....1,091	
Microfilm.....	103
Seligman.....	203
Broadsides.....	85

Total books cataloged.....6,800

Manuscripts cataloged..... 451
Manuscript collections cataloged..... 8 (ca. 900 pieces)

GIFTS AND BEQUESTS

a. The following gifts and bequests were received this year.

Donor	Item
Mrs. James Truslow Adams	978 letters and 49 items of miscellaneous printed or duplicated matter, being the correspondence of the American historian, James Truslow Adams (1878-1949), chiefly dealing with his literary and publishing activities, personal business affairs, and contemporary politics, for the years 1937 and 1938.
Mr. Seymour Adelman	16 manuscript and printed items in 9 lots.
Mr. Frank Altschul	53 publications of the Overbrook Press, 1935-1951.
Miss Margaret Bancroft and Mr. Richard Bancroft	Arcana Societatis Jesu... [Geneva], 1635.
	Manuscript valentine to Miss [Rachel] Anne Kelley, ca. 1850, probably living in Boston, Mass. (Later Mrs. John Otis Given).
	5 American plays, 1844-1861.
Mr. J. Budrys, Consul General of Lithuania	17 books and pamphlets on Lithuania.
Mr. Frederick Coykendall	Works of twenty authors, chiefly English works of the 18th and 19th centuries and English editions of foreign works. Among these are first editions of Pepys Diary, 1825; of Lord Chesterfield's Letters to My Son, 1774; Samuel Johnson's Rasselas, Prince of Abyssinia, 1759, etc.
Mr. Alexander Davidson, Jr.	Diaries and documents relating to a tour taken by George Gordon Byron and family to Europe and the Near East, 1861-62. Byron was a graduate of Columbia College class of 1850.
Mrs. Xenia Denikin	3 passports issued to Alfred Zoppi, a Russian, one in London, one in Germany, one in Constantinople, and a certificate of identiry issued in London.
Miss Lorain Fawcett	A collection of 850 booklets, leaflets, brochures and pamphlets illustrating American commercial typography, ca. 1900-1940.
Mr. Joseph Freeman	Manuscript and galleys of Joseph Freeman's Never Call Retreat.

Mr. Harry G. Friedman

Manuscript in Dutch. St. Thomas Aquinas. 15th Century. (On paper; original leather binding on boards.)

Manuscript in Latin. Excerpts from St. John, Luke, Matthew, and Mark. (On vellum; decorated letters; old leather binding.)

Manuscript in Latin. Manipulus impetuum dominicalum primus. (On paper; 754 pages plus extensive indices.)

Tasso Torquato: Il Goffredo overo Gierusalemme liberata poema heroico del sig Torquato Tasso, Vinegia, Presso Al tobello Salicato, 1584.

Webb, John: A Sermon Preached... in Boston, November 15, 1722... Boston, 1722.

Professor Roland Gibson

4 manuscript diaries of the Civil War period by Hawley S. Hepburn. These were found in the effects of an uncle of Professor Gibson who married Mr. Hepburn's daughter.

Miss Virginia Gildersleeve

"Nuremberg Chronicle", German translation, Pirated Edition, Augsburg, Johann Schönsperger, 1496.

Mr. Ralph Green

Specially-bound copy of the offprint of Mr. Ralph Green's article "Early American Power Printing Presses" from Studies in Bibliography. Papers of the Bibliographical Society of the University of Virginia, Vol. 4, 1951-52.

A Check List of American 19th Century Type Specimen Books.

Mr. Henry Beetle Hough

Revised manuscript of Henry Beetle Hough's Once More the Thunderer.

Mr. Judah A. Joffe

Scott, Sir Walter: Description of the Regalia of Scotland, Edinburgh, [1566]

Wocher, Max: Allgemeine Phonologie, oder Natürliche Grammatik der Menschlichen Sprache, Stuttgard und Tübingen, 1841.

	The Humble Petition and Representation of the Gentry, Ministers, and others of the Countries of Cumberland and Westmerland, to His Sacred Majestie...July 5, 1642. London, Robert Barker, 1642.
	Monseigneur ***: Premiere Lettre sur les Droits du Roi, ..., 1755.
	Morse, Captn. H. G.: Robert Louis Stevenson as I Found Him in His Island Home, 1902.
	Nason, Elias: A Monogram on Our National, Song, Albany, Joel Munsell, 1869.
Mr. J. Kaiv, Consul General of Estonia	18 books and pamphlets on Estonia.
Mr. Alfred Kazin	A.l.s. to the Editor of Truth, New York, December 20, 1894, from Professor Hjalmar Boyesen. Professor Boyesen was professor at Columbia for many years.
Mrs. Elizabeth Kidwell	5 vols. of the Anti-Slavery Standard 1 Boston Gazette 2 Abolitionist medals A piece of the flagstaff of Fort Moultrie 1 volume on the Mifflin family
Professor Joseph Wood Krutch	Krutch, Joseph Wood: First draft and Printer's copy of The Twelve Seasons.
	Krutch, Joseph Wood: First draft of Thoreau, containing footnote references that were not included in the printed version.
	Krutch, Joseph Wood: Draft of introduction to American Nature Writers.
Mrs. Rose Tobias Lazrus	[Swift, Jonathan]: [Gulliver's Travels] Travels into several Remote Nations of the World, Paris, 1779, 2 vols.
	[Swift, Jonathan]: A Letter to a Young Gentleman, Lately enter'd into Holy Orders, London, Printed for J. Roberts, 1721.
	[Swift, Jonathan]: A Short Character of His Ex. T. E. of W. L. L of I_____., London, Printed for William Coryton, 1711.

Mr. Victor Le Maitre	Fielding, Henry: Works, London, 1742.
Professor Vernon Loggins	Manuscript of Professor Loggins' book, The Hawthornes.
Professor Roger S. Loomis	Boccaccio, Giovanni: Il Decameron, Firenze, Giunta, 1582.
	Brooks, Van Wyck: The Ordeal of Mark Twain, New York, E. P. Dutton & Company, 1920. Autographed by Van Wyck Brooks.
	Brooks, Van Wyck: The World of Washington Irving, London, J. M. Dent & Sons Ltd., 1947. Autographed by Van Wyck Brooks.
	Coghill, Nevill: The Masque of Hope, London, Oxford University Press, 1948. With long inscription by Nevill Coghill to Professor Loomis.
Mr. Maung Maung Lwin	1 piece of sandal-wood 1 stone slab 1 double bell 1 pair of clappers 1 modern lacquer cigarette box 1 piece of perfumed wood 1 red embroidered bag
Mr. Villis Massens, Chairman of Latvian Consultative Panel of Free Europe	10 books and pamphlets on Latvia.
Mr. Vivian H. S. Mercier	10 letters from various contemporary literary figures to Mr. Vivian H. S. Mercier.
Professor Emery E. Neff	25 letters (all to Professor Neff unless otherwise noted) relating to his study of Edwin Arlington Robinson.
	Neff, Emery: Typed manuscript of The Poetry of History (1754-1947.
Mr. Louis Paul	Manuscript of Louis Paul's novel, Summer Storm.
Mrs. Blanche L. Phelps	Original typescript (unpublished) of Phelps Universal Club Guide together with a dummy, binding samples and salesmen's sample for same.
	6 autograph letters relating to Universal Club Guide.
	3 pamphlets.

	Large framed engraving of The Declaration of Independence of the United States of America by A. B Durand from the original painting of John Trumbull.
Mr. W. H. W. Sabine	Medallion, Queen Caroline, 1736. ("Jernegan's Lottery Medal")
Mr. Edward Sagarin	A collection of books relating to the history and manufacture and use of perfume. 91 titles.
Mr. Robert E. Schmitz	3 manuscript copies of patents issued to Robert Fulton, 1809 and 1811.
	[Corry, John]: Biographical Memoirs of the Illustrious George Washington... Barnard, Vermont, Joseph Dix, 1813.
Mrs. William Roy Smith	Samuel J. Tilden Papers.
Mrs. J. E. Spingarn	Autographed letter signed: Giosue Carducci to J. E. Spingarn, 30 August, 1899.
Mrs. Frank J Sprague	12 Walt Whitman and Henry S. Saunders items.
	17 Walt Whitman and Henry S. Saunders items.
Sun Chemical Corporation	A collection of several hundred lithographs and books on lithography, illustrating the development of the process since its invention.
Professor Lynn Thorndike	Collection of photographs and photostats of early manuscripts in the field of the history of natural and occult science.
Miss Hilda Ward - Bequest	Dickens, Charles: A Christmas Carol, London, 1842, with a page-long inscription to Frank Powell from Charles Dickens, dated March 13, 1844.
	Lytton, Edward Robert Bulwer, Earl of (pseud. Owen Meredith): Lucile, Boston, 1875. Tipped in this volume are a letter and what appears to be an unpublished poem entitled A Fable: Cave Humilem, dated 30 Dec. 1875 and signed "Lytton."
	131 additional titles, first and fine editions of the works of English and American authors of the 19th century, were selected from more than 1000 volumes comprising this bequest, to be added to the Special Collections Department.

Mr. Louis B. Wehle — Great Britain - Ministry of Munitions Documents, 1915-1917. 81 listed regulatory documents, plus 11 typewritten documents, and 9 unlisted items, printed and in photostat. Total: 101 documents, plus index and 16 duplicates.

Miss Alberta M. Welch — Essays and Speeches of Isaac M. Dyckman, a specially-made and specially-bound typescript of 9 articles and 8 poems, most of which are unique in this form.

An enlarged and handsomely framed photograph of John Reuben Thompson, editor of the Southern Literary Messenger, and former owner of the Poe items bequeathed to Columbia by Mrs. Alexander McMillan Welch.

Mrs. Alexander McMillan Welch - Bequest — An original daguerreotype of Edgar Allan Poe made by the Pratt Gallery of Richmond.

The Poetical Works of Edgar Allan Poe... Illustrated..., New York, J. S. Redfield, 1858. Tipped in are (1) an A.l.s. from Poe to J. R. Thompson, dated Dec. 7, 1848, and (2) one of the three known copies of "Annabel Lee" in Poe's holograph.

Mrs. Alta Given Williams — Baskerville Bible, 1772.

Professor Ernest H. Wright — L.s. to R. D. Compton from Woodrow Wilson, Princeton, New Jersey, July 10, 1905.

L.s. to the Proprietor of Cragsmoor Inn from Woodrow Wilson, Princeton, New Jersey, June 30, 1905.

Mr. Stark Young — Drafts of Mr. Stark Young's book, The Pavilion.

Young, Stark: Artemise, Austin, Texas, Von Boeckmann-Jones Co., 1942.

b. Gifts via Archive of Russian and East European History and Culture.
See report.

c. Gifts via Near East Collections.
See report.

d. Gifts via Oral History Research Office
See report which was sent directly to Dr. Logsdon.

e. Gifts via Oral History Research Office - Radio Unit
See report which was sent directly to Dr. Logsdon

IMPORTANT PURCHASES

(Including only items costing $50.00 or more)

A. Bancroft Purchases (4-293 and 400)

97 items	totalling	$20,404.96

B. Smith Purchases (482)

2 items	totalling	640.00

C. Lodge Purchases (497)

11 items	totalling	2,360.50

D. Special Collections Purchases (293)

3 items	totalling	183.50

Note: Among the above purchases were these following items of special significance:

1. Bacon, Roger: The Mirror of Alchimy, 1597. Smith Fund.

2. Caesar, Caius Julius: The Eyght Bookes of Caius Julius Caesar, 1565. Lodge Fund.

3. Crane, Stephen: Stephen Crane Collection of correspondence, books, memorabilia, etc. About 1200 items. From Mr. Norman Mitchell Hill. Bancroft Fund.

4. Dariot, Claude: A Breefe Introduction to the Astrologicall Judgement of the Starres, 1598. Smith Fund.

5. Ewer, F. C.: The Pioneer, or California Monthly Magazine, San Francisco, 1854. Bancroft Fund.

6. The Massachusetts Magazine: or the Monthly Museum of Knowledge & Rational Entertainment..., Boston, 1789-96. Vols. 1-8, a complete file. Bancroft Fund.

7. Palou, Francisco: Relacion Historica de la Vida y Apostolicas Tareas del Venerable Padre Fray Junipero Serra, Zamorano #59, Mexico, 1787. Bancroft Fund.

8. Plutarch: The Lives of the Noble Grecians and Romans...Translated out of Greeke into French by James Amyot...and out of French into English, by Thomas North. London, Vautroullier, 1579.
Lodge Fund.

9. Virgilius Maro, Publius: The xiii. Bukes of Eneados. Translated into Scottish metir by G. Douglas, 1553. Lodge Fund.

REFERENCE LETTERS

355 Reference Letters were written during the year.

MEDICAL LIBRARY DEPOSIT

By agreement the Medical Library is in process of depositing with Special Collections its early editions of medical literature as further insurance against possible future bombing. 148 were deposited this year and the total amount deposited to date is 924. These are being tagged and shelved with other material on deposit in the Special Collections vault.

EXHIBITIONS

1. July 1 - December 15, 1951: Early American Imprints and Manuscripts Recently Purchased Under the Bancroft Endowment.
   Butler Library, Third Floor.

2. July 1 - January 11, 1952: Books and Manuscripts to Commemorate the 100th Anniversary of the Death of James Fenimore Cooper.
   Butler Library, Lobby.

3. December 13: A Collection of Columbiana.
   Columbia Club.

4. December 15 - January 15, 1952: Books, Cards, Etc. Pertaining to Christmas. The central feature of this exhibit was the inscribed first edition of Dickens' A Christmas Carol acquired this year by the Libraries.
   Butler Library, Third Floor.

5. January 7, 1952 - February 7: Photostats of Selected Front Pages of the "New York Times" over the Past One Hundred Years.
   Low Memorial Library, Rotunda.

6. February 4 - March 5: Herman Melville - Celebrating the 100th Anniversary of the Publication of "Moby Dick".
   Butler Library, Lobby.

7. March 6 - March 27: Works by and about Nikolai Gogol to Commemorate the 100th Anniversary of his Death.
   Butler Library, Lobby.

8. March 6 - May 6: The Baltic States in Western Culture.
   Butler Library, Third Floor.

9. March 27 - April 21: Friends of the Library Meeting - Materials Relating to the Development of Books and Printing. A printed catalog of the exhibition, "Quality in Book Production", was prepared by Mr. Baughman.
   Low Memorial Library, Rotunda.

10. April 3 - May 20: Art of the West Coast Indians. This exhibition was set up by the Anthropology Club of the General Studies School. Butler Library, Main Reading Room.

11. June 5 - : Authors' Manuscripts in the Columbia Collections. Butler Library, Lobby.

12. June 27 - : Materials Relating to Melvil Dewey with Emphasis on his Work at Columbia. Butler Library, Third Floor.

STAFF

	Name	Grade	Appointed	Up-Graded	Resigned
1.	Roland Baughman	PA6	1 Sept. 1946		
2.	Alice Bonnell	PA3	15 June 1942		
3.	Mary Rita Burns	PA2	29 Sept. 1947		
4.	Anna Q. Cushing	CF3	26 Oct. 1937		
5.	Otto W. Fuhrmann	CF3 PT	5 July 1950		
6.	Christos Kiratzis	CF3 PT	25 Sept. 1950		
7.	Allan G. Anderson	CF3	4 Sept. 1951		
8.	Walter L. Frazier	CF3	7 April 1952	1 Jun. from CF1	
9.	J. Terry Bender	CF3 PT	9 June 1952		
	Barbara Grace	CF3 PT	17 Sept. 1951		30 May 1952
	L.S.A. Gumby	CF3 PT	4 Sept. 1951		4 May 1952
	Francis Hart	CF3 PT	7 July 1948		14 Jun. 1952
	Tracy Horton	CF3 PT	26 Sept. 1951		4 Jun. 1952
	Juan Irizarry	CF3	8 July 1947		31 July 1951
	Erich Lang	CF3 PT	6 Feb. 1951		5 Sept. 1951
	Edward C. Lathem	CF3 PT	28 Jan. 1952		29 May 1952
	Robert O'Neil	CF3 PT	24 Sept. 1951	7 Jan. from CF1	16 May 1952
	Edwin W. Tomlinson	CF3 PT	13 Sept. 1950		24 Sept. 1951
10.	Joseph Patraiko	CF1 PT	10 March 1951		
	Elonnie J. Josey	CF1	8 Jan. 1952		31 March 1952
	Archive of Russian and East European History and Culture				
1.	Lev F. Magerovsky	PA4	2 July 1951		
	Columbiana				
1.	Milton Halsey Thomas	PA 4	16 Feb. 1926		
2.	Joan O'Leary	CF 2 PT	17 Dec. 1951		
	Virginia Kraft	CF 2 PT	19 Feb. 1951		14 Dec. 1951
	Near East Collections				
1.	Isaac Mendelsohn	PA4	1 July 1935		

	Name	Grade	Appointed	Up-Graded	Resigned
	Oral History Research Office				
1.	Dean Albertson	PA4	15 Sept. 1948		
2.	Wendell H. Link	PA3	1 March 1951		
3.	Harlan B. Phillips	PA3	8 Jan. 1951		
4.	Ruth W. Bryan	CF3	21 Feb. 1949		
5.	Mrs. Monica Friedman	CF3	1 Apr. 1952		
6.	Mrs. Patricia Elson	CF3	1 Jun. 1951		
7.	Mrs. Donald S. Rice	CF3	15 Feb. 1952		
8.	Mrs. Dorine Sagner	CF3	1 May 1952		
9.	Claudine Tillier	CF3	11 Sept. 1950		
	Mrs. Lenore Baab	CF3	20 March 1951		22 March 1952
	Beatrice Gershenson	CF3	24 Sept. 1951		1 Jan. 1952
	Mrs. Helen Hodgman	CF3	2 July 1951		16 July 1951
	Nancy Miller	CF3	8 Jun. 1951		15 Aug. 1951
	Mrs. Robert Thrane	CF3	8 Jan. 1951		31 Dec. 1951
	Oral History Research Office - Radio Unit				
	Frank E. Hill	?	18 Sept. 1950		31 Dec. 1951

Uncatalogued Books and Serials in Special Collections.
June 30, 1952

American Civil War Pamphlets
(After 1870, dups awaiting checking, etc.) .....ca. 200
Park Benjamin Serials, including literary annuals.....150 (titles)
new aqquisitions 1
uncatalogued total 6/30/52 151

Conway 306
Coykendall .....2500 (?)
catalogued 1951-52..... 911
new acquisitions 55
uncatalogued total 6/30/52.....1644 (?)

Dale.....1000
Harris-Oliphant 116
John Wesley Hill..... 150
Hitchcock 88
Kent.....1480
Kilroe.....2000
(serials included?)
catalogued 1951-52..... 1091
uncatalogued total 6/30/52 - serials..... 110 (titles)

Lodge..... 1723
Purchase (1949-1952)..... 169
uncatalogued total 6/30/52..... 1892

Dramatic Library..... 489
Microfilms (exclusive of STC)..... 200 reels
Uncatalogued total 6/30/52..... 70 "
serials .....37 titles
Russian, Chinese, etc.....26 reels
other .....7 reels

Plimpton.....11000
Seligman.....35176
catalogued 1951-52..... 203
uncatalogued as of 6/30/52.....34973(?)

Smith..... 9000
Spinoza..... 3933
Typographic.....17434

NEAR EAST COLLECTIONS

ANNUAL REPORT: 1951-1952

1. Orders for the acquisition of books 437
2. Books cataloged 803
3. Gifts received:
   a. 245 Turkish books from Professor Karl Manges.
   b. 243 Persian books and pamphlets from a student, Mr. H. Zahedi.
   c. 109 Persian books and 1 manuscript from the Institute of International Affairs.
   d. 18 Persian volumes from the Iranian Parliament through Professor Shafaq.
   e. 125 books in European languages from the Jewish Cultural Reconstruction Inc.
   f. 50 Yiddish books from Mr. M. Stein, a Chicago publisher.

Isaac Mendelsohn
Curator Near East Collections

ARCHIVE OF RUSSIAN AND EAST EUROPEAN HISTORY AND CULTURE

ANNUAL REPORT: July 1, 1951-June 30, 1952

Main Purpose.

The main purpose of the Archive is to gather together materials that are scattered throughout the world, mostly in the hands of political emigrés. If not so gathered, many of those materials would be forever lost to any researchist - historian.

Everyday Task.

The Archive has been faithfully and carefully performing this task during its first year of existence: 1951-52.

Year's Acquisitions.

According to the Inventory Card Index the following are the materials which the Archive has collected during its first year of existence:

Collections of materials (every collection as a unit) - 18 collections (16 in ARHEHC's property and 2 in temporary custody).

Manuscripts (mostly memoirs) - 83 manuscripts (opened 81 and sealed 2).

Epistolary collections - 9.

Special collections of various materials - 57.

Of these materials 60% were acquired on a gift status and 40% were purchased.

Preparatory Correspondence Prior to Acquisition.

Almost every one of the materials acquired were the result of an extensive search, and sometimes, a lengthy and quite delicate correspondence. This correspondence totaled about 500 letters.

Study and Appraisal.

Furthermore, each acquisition required extensive preliminary study, research of its background, and lastly, the most delicate problem of all - a fair appraisal.

Résumés.

Each acquisition was based on a résumé (summary) concerning its nature and value. The number of these résumés totaled 100.

Subject and Person Card Index.

As soon as the acquired materials were read, cards were made out for them to constitute a Subject and Person (Name) Index which should cover all acquisitions.

Use of Materials.

In the current year the materials gathered were open to the use of the Russian Institute of Columbia University, Research Program on the USSR, Voice of America and other individual researchists, in accordance with permission from Professor Philip E. Mosely. In the current year the Archive was visited by about 40 individuals from various states of the United States.

Preparation of Statute of ARKHIK and an Information Bulletin About It.

Furthermore, a draft of the statute of the Archive was elaborated. An informative pamphlet regarding the Archive, its purposes, its organization, procedure for acquisition of materials, etc., was also prepared.

Prospects for the Next Year.

Already grounds have been prepared for the acquisition of various collections of materials which should enter our Archive in the next year.

ARKHIK's Needs.

At present the Archive is in great need of a larger room for storage. Also it is necessary to order 500 new "blue boxes" for the preservation of materials under usual normal conditions.

Lev F. Magerovsky
Curator

ANNUAL REPORT OF THE CURATOR OF COLUMBIANA FOR THE YEAR 1951-1952

The statistics for Columbiana for this year are as follows:

Books used	1320
Manuscript boxes used	500
Visitors	642
Total attendance	1710

Throughout the year the major part of our work here has been concerned with the Bicentennial. A great deal of time has been given to the authors of special monographs, particularly Professors Finch and Nelson, and there have been daily demands on our time from those working directly with the Bicentennial Historian. The demands of the Office of Development and the Bicentennial Office are now beginning to take more and more of our time. It is essential that this office be given a full-time assistant beginning this fall; it is impossible to cope with the daily work here and attempt to deal with the arrearages of the past with a half-time assistant.

During the year more of the books were moved from the Mathematics stacks to the cases in 210, but this job is still unfinished. A large amount of infrequently-used material has been stored in the vault of room 311. Our stock of Bulletins in the West Gallery was reduced to ten copies each, giving us considerable needed space. The statutes over the North Gallery were scrubbed, necessitating a troublesome moving job on our materials there. The Frick Art Reference Library photographed about a dozen old portraits acquired since they took photographs here several years ago, and on the basis of their study we now have attributions for four previously listed as by unidentified artists; it is practically certain that these paintings are by Ezra Ames, Henry Inman, John Wesley Jarvis and Archibald Robertson. In

December the writer put up an exhibition of some of our most valuable items for the 50th anniversary dinner of the Columbia University Club; this material was taken down by police escort and brought back the same night.

Normal use was made of our material for scholarly purposes this year, assistance being given to Father Gunn, O.H.C. on John Henry Hobart, Milton Klein on William Livingston, Eugene Livingston Delafield on Hu Shih, Miss Brayton of Boston on Bishop Berkeley, Howard Swiggert on Gouverneur Morris, and Martin Lichterman on John Adams Dix.

The writer's own time was very fully occupied during the year in seeing through the press The Diary of George Templeton Strong, which will be published September 15. The writer appeared on a TV show here September 19, and gave a radio talk on WOR March 25. He has continued to write the citations for honorary degrees for the Vice President.

The following young women were employed here this year: Miss Virginia Kraft, A.B., and Mrs. Joan O'Leary Ketchum.

Respectfully submitted

Milton Halsey Thomas
Curator of Columbiana

11 July 1952

ORAL HISTORY RESEARCH OFFICE

Columbia University

Report

1951 - 1952

The seed planted in 1948 by Allan Nevins, and carefully nursed by him and a growing staff, is now bearing fruit. Like a farmer in the spring, the staff has worked with an eye to the future, and high hopes. This year, material collected by the Oral History Research Office is being used ever more frequently by scholars. Their reflective comments afford us great satisfaction. A young man, a teacher in the State University of New York and a doctoral candidate at Harvard University, who used our material, had this to say in a letter to us:

> The project itself is absolutely inspiring to anyone who is trying as I am to work in very recent history, and it seems to me that your system is working out admirably. Let me say too that I have never worked at a research center where people have been more pleasantly and efficiently helpful to a scholar on the wing than you were to me.

Visitors to the office seeking access to Oral History source materials, and inquiries received by mail from all parts of the nation from scholars at work on serious research studies, attest to the impact of this project on the scholars' world.

The Oral History Research Office in the year 1951-1952 is continuing the work of collecting memoirs from historically significant figures. The 1948-1949 experiment in the collection of New York history, now applies improved procedures and a trained and enlarged staff to the collection of New York and national history. The progression from attention only to New York events to those of the nation was the path of economy of efforts and funds. Many prominent New York figures hold similar positions in the national scene. If in

a series of interviews they are encouraged to describe only a single phase of their activities an unbalanced view of the man and public events is secured. The full story of a man's career makes possible for the scholar a keener evaluation of the man as a person.

Since January 1952, Mr. Dean Albertson has been holding interviews in Washington, D. C. An abundance of material can be secured there which will swell the fund of manuscripts which the Oral History Office is building at Columbia University. The size of that city, and the different nature of professional activities among its residents enables a single interviewer to hold many more interviews than is possible in New York. This makes possible a noteworthy expansion of memoirs secured with a relatively stable staff.

All processing of Washington interviews continues to be done by the Columbia University Office and two copies of the finished product will be placed in the University Archives. This procedure was adopted to take advantage of the trained staff of proven reliability, for it is essential that an Oral History Office provide security for information procured at every step of processing from the initial interview to the submitted memoir.

Two interviewers continue to work in the New York City area. Here New York history, legal history, national politics, business history, and diplomatic history received greatest attention during the recent year.

At this juncture mention should be made of those organizations

which have sponsored our work. The Bancroft Fund and the Lucius N. Littauer Foundation have supported our organization from its inception. The past year has seen the William C. Whitney Foundation and the Old Dominion Foundation add their backing. Whatever success the Oral History Research Office has had is dependent in no small measure upon the continued loyalty and interest of those who saw merit in our undertaking.

New Developments

So successful has the Oral History Research Office been in the collection of memoir material which would otherwise be lost to history, that other agencies have adopted our approach. Perhaps three of these are worth a word.

Wisconson Oral History

The Wisconsin State Historical Society has established an Oral History Research Office to study industrial Milwaukee. The man who organized this project, and who was to manage it, spent many days in our office learning our methods.

Texas Oral History

The University of Texas is establishing an Oral History Project to collect historical materials connected with the oil field. The director of this new project has carefully studied our office and its techniques.

Ford Motor Company History

A comprehensive study of the history of the Ford Motor Company continues to use Oral History techniques with great success. When completed the archive of the Company will not only possess the usual archival material, but will contain the recorded memoirs of many influential in its growth.

1951-1952 Summarized

The work accomplished by the Oral History Research Office during 1951-1952 is presented in some detail in five exhibits which complete this report.

Exhibit 1

In this exhibit statistics show the work done each year in the life of the Office. It will be noticed that fewer individuals have been interviewed each year since 1949-1950, and that in each successive year more interviews have been held, more hours interview recorded, and more pages manuscript secured. This results from intensified efforts to secure high quality, complete accounts of historically significant events. In the first two years of operation the average length of submitted memoirs was less than 100 pages. In the last two years, the length of the average memoir is over 200 pages. One result of the efforts to secure more complete accounts of events from each individual is that

fewer memoirs have been submitted this year. The figure will increase substantially in future periods.

EXHIBIT 1

INTERVIEWS AND MEMOIRS

COMPARATIVE STATISTICS 1948-1952

	1948-49	1949-50	1950-51	1951-52	Total
Men Interviewed	21	82	50	48	201
Individuals with whom recorded interviews were held					
Interviews	105	263	323	483	1,174
Single recording session lasting two hours or less					
Hours Interview Recorded	145	327	444	600	1,516
Pages Manuscript	2,858	7,423	12,743	15,645	38,669
Total number of pages transcribed from recorded tapes					
Memoirs Submitted	7	35	35	14	91
Series of interviews with individual completed, manuscript edited, processed and placed in Archives of the Library					
Pages Submitted	648	3,026	9,116	2,817	15,607
Expenditures	3,715.31*	15,023,84	26,081.66	30,123.52	74,944.33

* Nine and one-half months operation

The totals column of this table shows that 201 men have been interviewed, and 91 memoirs submitted. Exhibit II lists 48 individuals interviewed whose memoirs are in stages of processing. Experience has shown that many extensive memoirs require more than a year to complete. A few interviews have been interrupted because the pressure of a man's current work has eliminated from his schedule that time necessary for the undertaking. The transcribed manuscripts of fifteen completed memoirs have been delayed because the editing has not been completed by the individuals interviewed. These factors have postponed the time of submitting some memoirs, but none have been lost.

Occasionally interviews are begun with a man, and soon abandoned by mutual consent. This happens only where an individual's memory is poor, he does not wish to take the time to refresh his memory by research, or he is unable, for the moment, to devote any time at all to such work.

Exhibit II

This is a list of the individuals who have been interviewed during the current year. The listing also shows the area of public life in which their careers have been most significant, and the extent of the memoir secured to the present time. This table provides detailed information to supplement the statistics in Exhibit I.

EXHIBIT II

WORK IN PROGRESS 1951-1952

Name	Field	Hours Interview Recorded	Pages Manu-script
G.W.Alger	Legal	14	419
P.H.Appleby	National Politics	13	369
J.M.Barker	Business	12	395
L.H.Bean	National Politics	4	100
W.S.Bennet	New York	1	18
S.Braden	International	61	1,720
H.Bredkinridge	National Politics	19	305
P.V.Cardon	Agriculture and National Politics	33	685
T.G.Chamberlain	Business	8	223
F.Trubee Davison	National Politics	11	267
B.Gladieux	New Deal	13	400
L.C.Griscom	International	10	128
P.M.Hayden	New York	1	11
J.H.Hyde	Business	10	234
G.Jackson	New Deal	3	41
R.Jackson	Legal	25	340
F.Jamieson	International	6	124
M.Jones	National Politics	21	570
C.B.Kelland	National Politics	3	100
C.T.Lane	Legal - National Politics	19	439
T.H.McKittrick	Business	3	43
F.H.Meserve	Lincoln	2	46
E.Meyer	National Politics	35	720
C.Morrill	National Politics	4	100
J.L.O'Brian	National Politics	20	500
R.L.O'Brien	National Politics	5	177
J.Papanek	International	4	56
H.C.Pell	International	8	232
F.Perkins	New Deal	29	772
W.Phillips	International	11	165
D.C.Poole	International	21	513
N.Rockefeller	International	14	390
M.Rosenthal	National Politics	6	181
F.B.Sayre	International	21	450
J.T.Shotwell	International	2	25
M.Strauss	New York Politics	13	375

EXHIBIT II (CONTINUED)

Name	Field	Hours Interview Recorded	Pages Manuscript
H.C.Taylor	Agriculture National Politics	9	170
H.R.Tolley	National Politics	32	625
United Nations Conference Panel	International	1	34
R.W.Vail	New York City	1	24
E.M.Valesh	Labor	7	192
J.M.Wadsworth	National Politics	7	193
J.P.Warburg	National Politics	14	1,873
A.Wardwell	Legal	10	120
A.L.Warnshuis	International	6	153
L.G.Wheeler	National Politics	4	100
M.L.Wilson	National Politics	19	400
J.G.Winant	Special Research	5	128
		600	15,645

Exhibit III

Exhibit III lists the men whose interviews have been completely processed and submitted this year, along with the subject field of the memoir and its length. The classification represents the current availability of a memoir for use by scholars. Those "open" may be used immediately by a scholar with proper credentials. Those "closed" may not be used at this time. Access may be had to closed memoirs, in some cases, with the expressed permission of the author. However, others so classified, may not be used until a specified date in the future fixed by the donor.

A complete and submitted memoir includes, in addition to the text, a Table of Contents, and a full index to the material.

EXHIBIT III

SUBMITTED MEMOIRS

Name	Field	Manuscript Pages	Classification
W.S.Bennet*	National Politics	20	Open
W.M.Cumberland	International	286	Open
J.F.Curtis	Legal	344	Closed
F.T.Davison	National Politics	291	Closed
R.L.Duffus	National Politics	135	Open
G.Emerson	National Politics	256	Closed
B.Fabian	International	447	Closed
O.McHarg	Legal	126	Open
H.S.May	International	92	Open
R.L.O'Brien	National Politics	177	Open
W.Phillips	International	165	Open
G.H.Seger	International	154	Open
N.Straus	National Politics	139	Closed
P. Windels	New York Politics	185	Closed

* Supplement to completed memoir

Exhibit IV

Here is set forth the year's expenditures necessary to accomplish the work heretofore described. The expenditures are presented both by object, and by months.

It has not been necessary to make major purchases of new recorders, typewriters, or office furnishings during the current year. Equipment expenditures - purchased recorder accessories such as additional recording tapes and earphone replacements for the transcribers. This means that the bulk of expenditures have been made directly for the securing and processing of interviews.

In the four years life of the Oral History Research Office it has been demonstrated that a highly skilled staff is necessary. This means that personnel costs have risen steadily for the following reasons:

1. Originally it was thought that workers would be employed on a part-time basis;
2. Full-time staff members have been found essential, and it was necessary to pay higher salaries to keep qualified workers on the staff;
3. The rising cost of living.

These factors are likely to increase costs by about 3% in 1952-1953.

The variation noticed in monthly expenditures results mainly from temporary reductions in staff as there is turnover among transcribers.

EXHIBIT IV

EXPENDITURES STATEMENT

1951 - 1952

BY OBJECT

SALARIES 3 Interviewers 1 Secretary 3-5 Transcribers	$26,160.32
EQUIPMENT Electrical - Recorders and Accessories Office	451.39
SUPPLIES Paper and Office	458.95
TRANSPORTATION To secure interviews	1,875.22
EXPENSES Telephone Postage Equipment Repairs	1,177.64
TOTAL	$30,123.52

BY MONTHS

July	$ 2,717.96
August	2,234.25
September	2,207.95
October	2,774.03
November	2,416.82
December	2,694.30
January	2,429.04
February	2,155.65
March	2,332.26
April	2,463.17
May	2,570.89
June	3,127.20
TOTAL	$30,123.52

The justification of the efforts of the Oral History Research Office must be found among the scholars who will make use of these memoirs. The early returns from this long term balloting give us great satisfaction and encouragement to carry Oral History efforts forward with increasing vigor.

ORAL HISTORY RESEARCH OFFICE

Columbia University

Report on

Radio and Benedum Projects

1951-1952

RADIO

The following tables represent a final statement of the work done by Mr. Frank Ernest Hill for the Oral History Research Office. This work was of an outstanding quality and the historical records of the radio industry are richer as a result. Those who make use of these records in the future will have cause to regret that sufficient money was not provided to permit the work to continue.

Mr. Hill left the Oral History Research Office staff January 1, 1952. The memoirs that were in process at that time are being completed by the Oral History staff with the advice of Mr. Hill.

BENEDUM

A special study of a segment of the oil industry was undertaken by the Oral History Research Office. This study was made possible by a financial grant from the Benedum-Trees Oil Company. The interviewing was done by Mr. Hill and the memoirs secured are part of the records of the Oral History Research Office and Columbia University.

The disbursement of funds for the Radio and Benedum projects requires a brief explanation. Mr. Hill conducted the Radio Study entirely, and also took charge of the interviewing and processing

for the Benedum materials. It was agreed to transfer $750 from the general funds (into which the Benedum contribution of $6000 had gone) to the Radio Study funds, and Mr. Hill was thus able to give to Radio a part of the time he had taken from it for the Benedum work - in other words, the Radio work was extended by about a month, and the time previously taken from it was thus made up.

Mr. Hill worked for an additional month on Benedum material and continued to be paid from Radio funds. He returned this amount, $625, thus leaving a situation in which he had worked on Benedum interviews and transcripts for a month on his own time. At Professor Nevins's request $500 was to be paid to Mr. Hill for this work, but that payment has not yet been made.

RADIO STATISTICS

	1950-51	1951-52	Totals
Men Interviewed	85	11	96
Interviews	219	18	237
Hours Interview Recorded	182	26	208
Pages Manuscript	3,624	706	4,330
Memoirs Submitted	11	7	18
Pages Submitted	579	546	1,125

BENEDUM - OIL STATISTICS

	1951-52
Men Interviewed	25
Interviews	38
Hours Interview Recorded	31
Pages Manuscript	861
Memoirs Submitted	0
Pages Submitted	0

RADIO UNIT

SUBMITTED MEMOIRS

1951 - 1952

Name	Pages	Restriction
Harry R. Bannister	62	Open
Howard Barlow	213	Closed
Walter C. Evans	65	Closed
Elton M. Plant	45	Open
Herbert Ponting	10	Open
Irvin Reed Weir	31	Open
Mark Woods	120	Open
	546	

RADIO UNIT

EXPENDITURES STATEMENT

BY OBJECT

	1950-51 Sept-June	1951 July-Dec
SALARIES Interviewer and Transcribers	$ 9,559.99	$3,125.00
EQUIPMENT Electrical Office	872.02	--
SUPPLIES - Included in Overhead Expenditures		
TRANSPORTATION	716.48	15.31
EXPENSES Telephone Postage Overhead to Basic Unit*	1,962.60	3,010.48
	$13,111.09	$6,150.79

*July-Dec 1951 - Overhead charge includes cost of two Transcribers

OIL STUDY

EXPENDITURES STATEMENT

1951-1952

BY OBJECT

SALARY 1 Interviewer	$ 500.00
TRANSPORTATION	794.81
REIMBURSEMENT OF RADIO STUDY	750.00
	$2,044.81